

## SPRING CITY BOROUGH COUNCIL MEETING

OCTOBER 1<sup>ST</sup>, 2012 - 7:30 P.M.

President DiGuiseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

### **ATTENDANCE:**

The following members were present: Councilmen Burns, DiGuiseppe, Hays, Kratz, Petak, Shaner, Sweeney, Mayor Weiss, Solicitor Romain, and Borough Administrator Rittenhouse.

### **APPROVAL OF THE MINUTES:**

Mr. Burns motioned to approve the minutes of the September 4<sup>th</sup>, 2012 council meeting. Mr. Shaner seconded. Motion carried.

### **COMMITTEE REPORTS:**

**STREETS AND UTILITIES:** Mr. Rittenhouse gave the following Streets Department Report for the month of September 2012. **TRASH DISPOSAL** - 92.9 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by the Borough and Charles Blosenski Disposal Company from August 27, 2012 through September 17, 2012. Eleven (11) bulk trash pick-ups were made during the month. **RECYCLING** - Twenty-two (22) loads of yard waste were collected at curbside and stored at the Borough's Compost Site on Gay Street. **STREET WORK** - Patched potholes on Brown Street, S. Main Street, and Airy Alley. Performed crack sealing with the tar buggy on Gay, Walnut, Poplar, Broad, Cedar, Hall, Brown, and S. Main Streets, and Pikeland and Yost Avenues. Routinely cleaned various stormwater inlets throughout the Borough. **MAINTENANCE** - Mowed and trimmed the grass on all Borough properties. Turned the leaf windrows at the Gay Street Compost site. Patched the sidewalks and replaced fence sections at the Library. Emptied the trash receptacles weekly at all of the recreation areas. Reinstalled the rims and nets at the basketball courts at Brown Street Park. Painted speed trap lines at areas as requested by the police department. Cleaned the lenses on all of the street lamp posts along North Main and Bridge Streets.

Mr. Rittenhouse also noted the Leaf Vacuum Collection Program will commence on October 9, 2012 and run through December 7, 2012.

### **SANITATION AND SURFACE WATER:**

Mr. Shaner reported the sewer committee met on September 12, 2012 and discussed the future of the sump pump/downspout inspection ordinance. The committee decided to table this matter until after the updated draft 537 plan was reviewed.

Mr. Shaner reported the average daily flow for the month of September was 360,000 gallons per day. The maximum daily flow occurred on September 19<sup>th</sup>, 2012 and was recorded at 496,000 gallons. All routine maintenance at the plant and pump stations was performed by the plant operator. The concrete pad for the chemical feed facility that will enhance phosphorous removal was poured during the month. The tentative delivery date for the chemical feed tank is October 8<sup>th</sup>, 2012. Also, a portion of the electrical work for the tank was completed this month. Additional electrical work will be done after the tank is installed. LRM, Inc. did the annual recalibrations of the plant effluent meters, and installed equipment for the pump controls for the chemical feed pumps.

### POLICE:

Mr. Sweeney reported the police committee met on September 20, 2012 . The topics of discussion were the police vehicle repair expenses, the October 13<sup>th</sup>, 2012 Festival on Main Street, and some vagrancy issues.

Mr. Sweeney read the police report for September, 2012 as follows: Complaints 215; arson 1; theft 12; traffic citations issued 49; criminal arrests 19; juvenile arrests 1; accidents 3; parking tickets issued 5. **Assisted other departments as follows:** East Vincent 13 times (4 domestics, stabbing, DUI, prowler, burglary, traffic complaint, well being check, disturbance, noise complaint, and 911 hang up); East Pikeland 2 times (disorderly person and vehicle stop); Royersford 4 times (car stop, assault, domestic, and disturbance); Montgomery County Sheriff 1 time (warrant service); CYS 1 time (escort); East Coventry 2 times (domestic, vehicle stop); Conshohocken 1 time (intoxicated subject). **Other departments assisting Spring City were as follows:** East Vincent 5 times (suspicious person, DUI, 2 domestics, and arson); East Pikeland 2 times (DUI, stolen property); West Pikeland 1 time (stolen property); East Coventry 1 time (arson). **Mileage traveled during the month of September:** Car 14-1 (2009 Dodge) 1,252 miles; Car 14-2 (2011 Dodge) 1,530 miles which made a total of 2,782 miles. **Gas used during the month of September:** Car 14-1 (2009 Dodge) 128.8 gallons, Car 14-2 (2011 Dodge) 167.5 gallons which made a total of 296.3 gallons of gas used during the month.

### FINANCE & ORDINANCE:

Mr. DiGuseppe reported the Finance & Ordinance Committee met on September 26, 2012 and reviewed the proposed animal nuisance ordinance.

### ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there was one (1) building permit issued during the month of September, 2012. Ambrose Malenke, 138 New Street, electric. Estimated cost of construction for the month of September, 2012 was \$1,000.00. Permit fee collected for the month of September, 2012 was \$220.00.

### EMERGENCY SERVICES & PUBLIC SAFETY:

Mr. Rittenhouse reported he and EMC Todd Bliss will be meeting with a representative from the Chester County Department of Emergency Services in mid October to discuss an updated Emergency Operations Plan for the Borough.

### LIBRARY:

Mr. Hays reported the Library Board met on September 18, 2012. The Board is continuing to search for new board members including the replacement of vice-chairman Tom Spann. The Board will next meet on October 16, 2012.

Also, Mr. Hays noted that the Board plans to submit new land development plans later this month.

### FINANCIAL REPORTS: (Enclosed)

Mr. Rittenhouse reported General Fund deposits for the month of September were \$237,130.56; withdrawals for the month were \$102,776.29; Balance on Account in the General Fund is \$165,868.20.

Mr. Rittenhouse reported Sewer Fund deposits for the month of September were \$38,508.97; withdrawals for the month were \$44,622.82; Balance on Account in the Sewer Fund is \$74,757.90.

Note: Treasurer's Reports to Follow.

**ADMINISTRATOR'S REPORT FOR THE MONTH OF:**  
**SEPTEMBER, 2012**

The following figures represent the balance in each Department as appropriated in the 2012 Budget.

**GENERAL GOVERNMENT**

		<b><u>% UNSPENT</u></b>
General Government	\$ 42,096.24	30%
Protection to Persons and Property	\$ 134,374.35	29%
Planning, Zoning and Housing	\$ 20,972.19	47%
Streets and Highways	\$ 187,193.05	38%
Street Repaving	\$ 82,600.00	100%
Parks and Recreation	\$ 19,877.18	89%
Insurance	\$ 47,431.00	97%
Street Lighting	\$ 16,394.65	29%
Library	\$ -0-	----
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,349.10	90%
Building and Property	\$ 11,281.51	46%
1% Tax Collection	\$ 6,637.08	69%
OPT Tax Collection	\$ 131.51	44%
Workers' Compensation	\$ 2,574.22	10%
Engineering and Consulting	\$ 22,504.00	49%
CRP Grant – Consulting	\$ 33,593.22	57%

**SEWER ACCOUNT**

	\$ 253,467.63	41%
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This report reflects all wages and bills paid through September 30, 2012.



PRINTED 09/24/2012  
FROM: 09/01/2012  
TO: 09/24/2012

2012 Tax Collector Monthly Report  
Spring City Borough  
All

PAGE 1  
DFP

	Local Real Estate	Interim	Boro-PC
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A Collections

1. Balance collectible - beg of Month	49,792.13		3,090.00
2a.Additions During Month	21.44		
2b.Deductions: credits during the month			
3. Total Collectible	49,813.57		3,090.00
4. Less: face collections for the month	2,601.56		35.00
5. Less: deletions from the list			
6. Less: Exonerations	4.98		
7. Less: Liens/Non-lienable installment			
8. Balance collectible - End of month	47,207.03		3,055.00

B. Reconciliation of cash collected

9. Face amount of collections	2,601.56		35.00
10. Plus: Penalties	257.33		3.50
11. Less: Discounts	.57		
12. Total cash collected per column			
13. Total cash collected	2,858.32		38.50

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All

PAGE 1  
DFP

County		
Real Estate	Interim	Boro-OP

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A. Collections

1. Balance collectible - beg of Month	3,547.50
2a. Additions During Month	
2b. Deductions: credits during the month	
3. Total Collectible	3,547.50
4. Less: face collections for the month	41.25
5. Less: deletions from the list	
6. Less: Exonerations	
7. Less: Liens/Non-lienable installment	
8. Balance collectible - End of month	3,506.25

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B. Reconciliation of cash collected

9. Face amount of collections	41.25
10. Plus: Penalties	4.14
11. Less: Discounts	
12. Total cash collected per column	
13. Total cash collected	45.39

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**APPROVAL OF REPORTS:**

Mr. Shaner motioned the committee reports be approved as presented. Mr. Burns seconded. Motion carried.

**UNFINISHED BUSINESS:**

**1. Time Extension Letter – Spring City Library.**

Mr. Burns motioned to accept the letter from Terry McCarthy, President of the Spring City Library Board, granting Borough Council a 180-day extension to the statutory review period decision date for the library's land development plan at 245 Broad Street, which would make the revised decision date, April 13, 2013. Mr. Shaner seconded. Motion carried.

**2. Ordinance for Regulating the Keeping of Animals Within the Borough.**

Mr. Shaner motioned to advertise for adoption the ordinance for prohibiting the harboring of an animal nuisance, expectations and penalties. Mr. Hays seconded. Motion carried.

**3. Bid Tabulation - Curbside Collection of Recyclables.**

The public bid opening for the curbside collection of recyclables in the Borough of Spring City was held on Tuesday, September 25, 2012 at 2:00 p.m. Three bids were received as per the enclosed bid tabulation sheet.

Mr. Hays motioned to award a three-year contract for the collection and disposal of recyclable materials in the Borough of Spring City for the years 2013, 2014, and 2015 to A.J. Blosenski, Inc. for the total annual cost of \$35,152.80 in 2013; \$36,209.80 in 2014; and \$36,209.80 in 2015. Councilman Shaner seconded. Motion carried.

**NEW BUSINESS:**

**1. Motion to Advertise for Bids for the Phase IV Streetscape Improvements.**

Drew Sonntag, a consultant from Urban Research & Development, presented an overview on the Phase IV continuation of the Borough's Main Street and Bridge Street Community Revitalization Project.

Mr. Hays motioned to proceed with advertising for bids for the Phase IV Streetscape Improvements contingent upon review by Penn Dot, Chester County and the Borough Solicitor. Mr. Shaner seconded. Motion carried.

**2. Pension Resolutions – 2013 MMO's to the Pension Plans.**

Mr. Burns motioned to adopt Resolution #2012-05 which states no employee contributions are necessary to the Non-Uniform Pension Fund based on the submittal of the actuarial study of the 2013 non-uniform employee pension plan financial requirement and municipal obligation report and that the minimum municipal obligation for 2013 if paid by December 31, 2013 is \$53,965.00 as shown on the 2013 report for the plan. Mr. Shaner seconded. Motion carried.

Mr. Burns motioned to adopt Resolution #2012-06 which states no employee contributions are necessary to the Police Pension Fund based on the submittal of the actuarial study of the 2013 police pension plan financial requirement and municipal obligation report and that the minimum municipal obligation for 2013 if paid by December 31, 2013 is \$21,625.00 as shown on the 2013 report for the plan. Mr. Shaner seconded. Motion carried.

BID OPENING TIME: 2:00 P.M.

### Amount of Bids

3 YEAR  
TOTAL

4. Waste Management NO BID  
Ewing, NJ



**3. 2012 Receipt and Distribution of the Foreign Fire Insurance Tax.**

The 2012 Commonwealth Fireman's Relief Funds check in the amount of \$18,488.99 was received by the Borough on September 21, 2012.

Mr. Hays motioned to distribute the 2012 Fireman's Relief Funds in the amount of \$18,488.99 to the Liberty Fire Company. Mr. Burns seconded. Motion carried.

**4. Request for a Handicap Parking Permit Space.**

Mr. Shaner motioned to approve the handicap parking permit application submitted by Joanne Beauregard, 73 N. Church Street. Mr. Petak seconded. Motion carried.

**COUNCIL COMMENTS:**

Mr. Hays asked if our tax collector, Mary Rex, had set up a temporary service elsewhere since there was a recent fire at her office located at Riverside Drive. This matter will be checked on.

Mr. DiGuiseppe expressed kudos to Chief Kuklinski for his efforts in rescuing two people from their apartment at the River Edge Shopping Center during the recent fire at this complex.

Mr. Burns noted that the annual Spring City Halloween Parade will be held on Tuesday, October 23, 2012, 7:00 p.m. Parade participants should assemble at Main & Walnut Streets at 6:30 p.m. The rain date for the parade is Thursday, October 25, 2012.

Mr. Sweeney informed council that the Spring City Music and Market Festival will be held on October 13, 2012, 10:00 a.m. - 4:00 p.m. on Main Street between Hall and New Streets.

There will be music, vendors, a moon bounce, and a chili cook off.

He also noted the new domain was assigned for the borough website. It will be springcitypa.gov. It went live the morning of October 1<sup>st</sup>, 2012.

**READING OF THE PAYMENT OF THE BILLS:**

**GENERAL ACCOUNT:** (OFFICE) PECO \$392.29; Staples \$63.80; H.A. Berkheimer, Inc. \$441.94; AT&T \$29.47; Verizon \$89.81; P.A.W. \$21.10; Provident \$100.58; T-Mobile \$46.61. TOTAL: \$1,185.60. (STREETS) CarQuest \$215.41; Oehlert Bros. Inc. \$753.43; CarQuest \$17.15; H.A. Weigand, Inc. \$83.00; PECO \$44.70; Charles Blosenski Disposal Company \$7,157.03; Wensel's Truck Repair \$217.95; Flexible Benefits Plans \$3,921.68; CDI Lawn Equipment \$180.42; Chester County Solid Waste Authority \$5,296.46; Mowrey-Latshaw \$286.64; AirGas \$35.46; Baer Romain, LLP \$2,500.00; Provident \$54.02; Treasurer of Chester County \$519.87; The Mercury \$133.45; Highway Materials \$2,448.00; J.P. Mascaro & Sons \$3,563.60. TOTAL: \$27,428.27. (POLICE) Digital Ally \$345.00; Staples \$38.98; Oehlert Bros. Inc. \$954.61; Staples \$928.10; Hess Embroidery & Uniforms, LLC \$1,330.37; Galls \$90.38; Borough of Pottstown \$300.00; Flexible Benefits Plans, Inc. \$6,007.32; Davidheiser's Inc. \$26.00; PAW \$654.84; Crystal Springs \$69.94; Quartermaster \$229.96; Verizon \$256.21; Provident \$91.61; Witmer Public Safety Group \$38.95; Nextel \$42.82; deCordre Automotive \$53.69. TOTAL: \$11,458.78.

**SEWER ACCOUNT:** M.J. Reider Associates, Inc. \$942.00; PECO \$1,397.63; Micron, Inc. \$574.00; Flexible Benefits Plans, Inc. \$4,249.17; Buckman's Inc. \$906.40; Mowrey-Latshaw \$77.47; Travelers Indemnity and Affiliates \$1,951.00; EEMA \$5,314.35; PA One Call System, \$21.12; AT&T \$25.52; Crystal Springs \$57.19; Action Data Services \$221.82; EAS \$26.66; Baer, Romain, LLP \$3,174.00; Black/Laskey Group \$12,264.99; Verizon \$164.20; Provident \$28.11; J.C. Ehrlich Company, Inc. \$48.83; PAW \$170.14; A.J. Blosenski, \$525.00; Solid Rock Landscaping \$2,265.00; CKS Engineers, Inc. \$1,307.00. TOTAL: \$35,711.60.



**STREET LIGHTING FUND:** PECO \$4,228.12. TOTAL: \$4,228.12.

**PARK & RECREATION FUND:** PECO \$185.75; Potty Queen \$80.00. TOTAL: \$265.75.

**PLANNING, ZONING & HOUSING FUND:** Baer, Romain, LLP \$708.00; Motley Associates, Inc. \$3,205.12. TOTAL: \$3,913.12.

**BUILDING & PROPERTY FUND:** Peter Lumber Company \$124.02; Tague Lumber \$74.85; Crystal Springs \$8.75. TOTAL: \$207.62.

**INSURANCE FUND:** PIRMA \$51,280.00. TOTAL: \$51,280.00.

**CRP CONSULTING FUND:** URDC \$8,832.00. TOTAL: \$8,832.00.

**ENGINEERING & CONSULTING FUND:** Motley Associates, Inc. \$2,184.00. TOTAL: \$2,184.00.

Mr. Burns motioned the bills be approved for payment as read. Mr. Shaner seconded. Motion carried.

**ANNOUNCEMENTS:**

Mr. DiGuseppe announced the following meetings are scheduled for October, 2012: **Sewer Committee**, Thursday, October 11, 2012, 6:30 p.m.; **Planning Commission**, Wednesday, October 17, 2012, 7:00 p.m.; **Police Committee**, Thursday, October 18, 2012, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, October 24, 2012; 6:30 p.m.

The next council meeting is scheduled for Monday, November 5<sup>th</sup>, 2012, 7:30 p.m.

**ADJOURNMENT:**

Mr. Shaner motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Hays seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse